

**Capital Area Regional Advisory Council
Executive Board
Meeting Minutes
Thursday August 23, 2007**

Call to order: The meeting was called to order at 1300 by Mark Mc Main

Approval of the Minutes: There was a motion and a second to approve the minutes as written. The motion carried and the minutes were approved.

Treasure's Report: Gaylen Tips reporting – There is \$1,770,113.88 in the account. Gaylen and Melanie Tucker both attended a 4 hour course on quick books. The course was very helpful.

Chair Report: Mark Mc Main reporting – No report - John Sneed is out today.

DSHS Report: No DSHS representative present

Public Comments: Cindy Joy-Mc coy is the new director of emergency services at Brackenridge Hospital.

Trauma Center Update: Cindy Joy- Mc coy reporting – 8 new crash rooms will open September 25th. The old Pedi ED will become the treatment area. Project to be completed December 15th. By January 2008 there will 48 – 50 beds in the ED. The old IMC area will be turned into a Psychiatric holding area. This due to the new HB518 where ED's will need to hold psych. Patients up to 48 hours before getting in patient beds. There is a web-cam being installed in crash by September. In the event that a parent and child are separated, they will be able to communicate with each other.

Director's Report: Melanie Tucker reporting – The EMS stroke education is available. All EMS providers are asked to get their employees names and e-mail addresses to Melanie so she can assign codes so they have access to this training. This education is free to all EMS providers. If the provider can not finish in one sitting they can go back and continue where they left off. This educational offering is provided by DSHS and the American Heart Association. The needs assessments have been sent out and are due back to Melanie by September 15th. Dues invoices were also sent out. Melanie placed the benefit package being offered to all RAC employees through out the state. Since our RAC employees have benefits through Llano Memorial Hospital we will not be utilizing this program. During preparation for hurricane Dean, our RAC as a whole did very well reporting bed availability. Seton Medical Center should be integrated by September 1st. There are 13 bed categories during a disaster. We just received 3 push packs. These are the property of the Federal government, but can be used in the event of a disaster

Old Business:

HRSA 07 Wrap Up – We currently have \$ 39,000.00 that has to be spent before August 31st. Melanie asked for suggestions as to what the providers need in the way of equipment. The group felt like they already have too many back boards. Discussion occurred regarding the proposal from Dell Children’s Hospital and the 2 options they requested. Melanie suggested the RAC purchase a stockpile of bicycle helmets. There was also a suggestion that we purchase ETOH educational material. This is now a requirement by the ACS. There was a motion to purchase a pulse ox machine for each EMS Company. The motion was seconded. There was discussion regarding the motion. Mark also brought up the fact that St. David’s South Austin Hospital was requesting \$ 1,695.00 to purchase for an upcoming event. The group felt like we could purchase the helmets and the pulse ox machines with the money we have left. There was a motion to purchase both, it was seconded and passed by the board. This contract is over August 31st. The Pan Flu plan along with Chemicals, Explosive and weather plans are due by August 31st. Melanie requested that when ordering PPE and patient caches that everyone remembers to include tax and shipping fees.

HRSA 08 Ramp Up: Starts September 1st. There will be a formal subcontract with each individual hospital. Melanie feels this is a good thing and gives more strength to the program. The stated requested an audit that will last one week. Melanie offered them the week of September 11, 2007. No response as of yet.

New Business:

Injury Prevention Proposal – Paula Yuma – Dell Children’s Center: This proposal was tabled as nobody from Dell was present.

Stroke Education and Committee Development: Melanie stated that is strongly suggested that each RAC develop a stroke committee. There have been 3 MD’s that have stated a desire to participate on the committee. If we develop the committee there will need to be a by law change. There was a motion to develop the committee and a second. Mark called for any discussion on this matter. After some discussion the board voted to change the by laws and develop the committee.

Discussion and Scuttlebutt:

Dr. Bob Harding was introduced to the board. He will be filling in for Dr. Dire while he is in Iraq. Gaylen Tips announced that Brackenridge Trauma Services will have a new medical director next week. Dr. Brown will be here on the 27th. He is from the Austin area.

Adjourned: As there was no further discussion, Mark adjourned the meeting at 1434.

Respectfully Submitted by
Jackie Gondeck RN
Secretary CATRAC